



MINUTES OF THE COMMON COUNCIL

TUESDAY, APRIL 16, 2024 AT 6:30 PM

COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581 & VIRTUALLY

AGENDA

CALL TO ORDER: Meeting was called to order by Mayor Coppernoll at 7:00 PM. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Mark Chambers, Melony Walters, Kevin Melby, Steve Downs, and Ryan Cairns.

APPROVAL OF MINUTES: Motion by Alderperson Tepley to approve the minutes of the March 5, 2024 meeting as presented. Seconded by McCarthy. Motion carried 8-0.

APPROVAL OF AGENDA: Motion by Walters to approve the Council agenda with items #7, #17, #23, & #26 removed. Seconded by Downs. Motion carried 8-0.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS: Park & Recreation Director Jodi Mieden reported that hiring is taking place for summer employees and the current need is more lifeguards. Mieden also reported that the Richland Hospital will be sponsoring three days of admission at the aquatic center this summer. She added that she is working with Symons Recreation on possible maintenance assistance, with the potential to contract with the county to help with start-up and shut down of the aquatic center. Building & Grounds Supervisor Spencer Reed indicated that his department is transitioning from winter to summer projects. They are hiring summer staff and are also preparing for the opening of the aquatic center. Public Works lead Jason Koch reported that the snow plows are now off trucks and his department is also transitioning to summer projects. Economic Development Director Jasen Glasbrenner reported that the grant has been awarded to the city for utility expansion for the hospital project. The WEDC grant was awarded for the Los Amigos expansion project. A 2025 congressional grant for the Hill Country project downtown for \$4.1 million has been written. An example of the wayfinding signs example on display. Clerk Aaron Joyce reported that the April 2nd election had a 42% turnout and it was the first election utilizing the new Badger Books electronic poll book. Administrator Ashley Oliphant thanked the council members for completing the committee preference form.

MAYOR AND ALDERPERSONS: Karin Tepley reported that hiring is taking place at the library. Tepley also requested that a committee be formed to go over council rules. Mark Chambers noted that the Park Board has approved the donation policy. Melony Walters stated that Symons Recreation has hired Mike Hardy as the new director. Mayor Coppernoll stated that there will be a dedication of veteran headstones at the Richland Center Cemetery on Saturday, May 18th at 1:00 PM.

REORGANIZATION APPOINTMENTS & CONFIRMATIONS:

4. **Nominate & Elect Council President:** Tepley nominated Ryan Cairns as Council President. No other nominations were received. Mayor Coppernoll closed nominations. Ryan Cairns was elected Council President on a voice vote.
5. **Appoint City Attorney – Confirm:** This item was not acted on.
6. **Appoint City Assessor – Confirm:** Mayor Coppernoll nominated Gretchen Jelinek to be City Assessor. Gretchen Jelinek was approved by a voice vote.
7. **Appoint City Forester – Confirm:** This item was not acted on. The Tree Board will nominate a Forester to be considered at a future council meeting.
8. **Appoint Emergency Government Coordinator – Confirm:** Mayor Coppernoll nominated Kevin Melby to be Emergency Government Coordinator. Kevin Melby was approved by a voice vote.
9. **Designate Official Newspaper – Confirm:** Mayor Coppernoll nominated the Richland Observer as the Official Newspaper. The Richland Observer was approved by a voice vote.
10. **Elect Two Council Representatives to the Utility Commission:** Melony Walters nominated Kevin Melby to serve as Council Representative to the Utility Commission. Kevin Melby nominated Steve Downs to serve as Council Representative to the Utility Commission. Melby & Downs were elected by voice vote.
11. **Appointments to Committees, Commissions, & Boards – Confirm:** Mayor Coppernoll distributed and read the list of appointments. He noted that there was very little change. In addition, Mayor Coppernoll recommended the reappointment of Mark Jelinek to the Planning Commission and Karin Tepley as a citizen member of the Tourism Commission. The list was approved as presented on a voice vote.

TREASURER'S REPORT: Motion by Alderperson Melby to approve the March 31, 2024 Treasurer's Report as presented. Seconded by Tepley. Motion carried 8-0.

PAYMENT OF BILLS: Motion by Alderperson Downs to pay the April 16, 2024 bills as presented. Seconded by Walters. Motion carried 8-0.

ITEMS FOR DISCUSSION AND ACTION:

14. **Temporary Class B Beer & Class B Wine License from Greater Richland Area Chamber for a Beer & Wine Walk on May 17, 2024**
Motion by Alderperson Melby to approve the Temporary Class B Beer & Class B Wine license from Greater Richland Area Chamber for a Beer & Wine Walk on May 17, 2024. Seconded by Chambers. It was noted that there may be additional locations approved at the next council meeting because the maximum number of wine walk locations has not been reached. Motion carried 8-0.
15. **Temporary Class B Picnic License from Greater Richland Area Chamber of Commerce for Friday, May 17, 2024**
It was noted that this license is for the street dance taking place in conjunction with the wine walk, but is a separate event on Court Street. Motion by Alderperson Melby to approve the Temporary Class B Picnic license from Greater Richland Area Chamber of Commerce for Friday, May 17, 2024. Seconded by Downs. Motion carried 8-0.
16. **Discussion and possible approval of the Facility Agreement between the Richland School District and the City of Richland Center July 1, 2024-June 30, 2026**

Park & Recreation Director Jodi Mieden stated that the city has met with the Richland School District to review and discuss changes. Mieden indicated that the biggest changes from the previous agreement were the dates and specific locations outlined previously were now simply listed as “facilities”. She also noted that language was added that Stori Field may be discontinued for use if development of the site is underway. The Park Board has approved the agreement. This agreement has been in place with the school district for many years. The new agreement will be effective July 1, 2024. Motion by Alderperson Chambers to approve the facility agreement between the Richland School District and the City of Richland Center for the period of July 1, 2024 through June 30, 2026. Seconded by Melby. Motion carried 8-0.

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION:

17. **Purchase and installation of lighted crosswalk signs**
Removed from the agenda by earlier action.

18. **Consider Purchase of Mower Tractor**
This item came to Council without a recommendation from the Finance Committee. Building & Grounds Supervisor Spencer Reed stated that the decks of the tractors were out and the lift arms break. Fabrication was previously done at the street department. Parts have been difficult to obtain when broken down. Reed requested the purchase of a Bobcat Tractor from Jay's Power Sports in the amount of \$18,633. Motion to purchase the 2023 Bobcat from Jay's Ag & Turf in the amount of \$18,633. This equipment also comes with a frontend loader. It was noted that the mower deck and lift arms are manufactured with additional plates that would be reinforced and allow for longer use. In addition, the Bobcat has a better warranty. The Finance Committee questioned the location of service and the fact that the department doesn't already own a Bobcat. Reed indicated that the current tractors need substantial repair or replacement after three or four years. Motion by Alderperson Melby to approve the 2023 Bobcat from Jay's Ag & Turf at a purchase price of \$18,633. Seconded by Downs. Motion carried 7-1, with Alderperson Cairns dissenting.

19. **Consider Purchase of Snow Blower**
Two bids were received for this item. The purchase of the Manitou-Edge unit from Simpson's Tractor was approved by the Finance Committee. Motion by Cairns to approve the purchase of the Manitou-Edge snow blower attachment from Simpson's Tractor at a purchase price of \$10,944, with funds coming from the Unallocated Contingency line in the 2024 city budget. Seconded by Tepley. Motion carried 8-0.

20. **Consider Purchase of Zero-Turn Mower**
Four bids were received for this item. It was recommended by the Finance Committee to purchase the Ferris ISX3300 from Homesteader's at a price of \$14,599.90. The city currently has 5 zero-turn mowers. Motion by Alderperson Cairns to approve the purchase of the Ferris ISX3300 from Homesteader's at a price of \$14,599.90. Seconded by Melby. Motion carried 8-0.

21. **Resolution to Accept a Non-Monetary Donation of a Kayak Landing**
Dale Bender of Southwest Partners noted that the group has long developed the Pine River. The current landing is at South Wedgewood off Bohmann Drive. Colleen Schroeder wanted to donate to improve the landing in memory of her husband. The old landing would

be removed. Mayor read Resolution 2024-02 to accept the donation of a kayak landing in memory of her late husband Bill Schroeder. Council thanks the family. Motion by Alderperson Cairns to approve Resolution 2024-02 accepting the non-monetary donation of a kayak landing in memory of Bill Schroeder. Seconded by Downs. Motion carried 8-0.

22. **Consider approval of contract with Chrome Fireworks & Displays, LLC for City Fireworks for June 29, 2024**

The city has utilized Chrome Fireworks & Displays for its fireworks display for several years. The price of the show has not changed. It will take place on Saturday, June 29th. Motion by Alderperson Cairns to approve the contract with Chrome Fireworks & Displays, LLC for the city fireworks display on June 29, 2024 at a total cost of \$17,000. Seconded by Tepley. Motion carried 8-0.

23. **Purchase of new police squad and upfitting including radio installation**

Removed from the agenda by earlier action.

24. **Consider Bid Award for Asphalt Overlays**

Two bids were received for this material. Motion by Alderperson Cairns to approve Scott Construction's bid for asphalt overlays at a cost of \$86.95 per ton, or a total cost of \$132,164.00. Seconded by Chambers. Motion carried 8-0.

25. **RCPD Union Contract MOU – Lateral Hires**

Chief Jones noted that the wage scale per the union contract currently does not allow for officers with years of law enforcement service to receive a wage and vacation commensurate to their years of service. Proposed changes include the discretion to place lateral hires on the salary and vacation schedules equal to the amount of years of experience outlined in the union contract, and remove the 6-month rate on the wage scale and make the new start rate the Patrolman rate. It was noted that the Richland Center Police Union has not voted on the MOU. There is a current opening in the RCPD and the changes may help attract more candidates. Motion by Alderperson Tepley to approve the RCPD Union Contract MOU – Lateral Hires. Seconded by Downs. Motion carried 8-0.

26. **Approval of historical marker for Vernon W. Thomson at 950 N. Orange Street**

Removed from the agenda by earlier action.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:

PUBLIC COMMENT: None

ADJOURN: Motion by Alderperson Tepley to adjourn. Seconded by Downs. Motion carried 8-0 at 8:25 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk